

APPENDIX C

PART I

EMERGENCY VEHICLE GLOSSARY

The purpose of the two glossaries in this appendix is to establish nationally accepted definitions of words and terms associated with the development of training in general and emergency vehicle driving training in particular. Terms associated with instruction on motor vehicle law, collision investigation, and vehicle stops are not included in this glossary.

The fact that a word or term appears in the glossary does not imply that the task force recommends or encourages its inclusion in a lecture or printed student materials. There are times when the inclusion of a technical or scientific term does not enhance learning and in fact may cause confusion.

Having nationally-accepted terminology will result in a number of advantages for police training. First, it will help ensure more accurate communication between trainers and agencies and reduce the possibilities of miscommunication. Second, it will permit a more accurate analysis of training documents generated by other agencies. Third, it will be a sign that police training has made a transition from parochially developed training courses to a professional level. Training materials, as developed, can be utilized in all parts of the country. Fourth, it will reduce the possibility of having the validity of training attacked because the use of words and terms are at odds with the definitions used by the scientific and technical communities.

The improvement of police training is dependent upon many things, the acceptance of common terminology being one of them. You can help improve the quality of training by adopting the glossary as presented. This glossary was developed as a result of the contribution and review of many agencies throughout the country. Uncontrolled modification of the meanings, no matter how slight, will eventually destroy the value of the glossary.

The listing of words and terms was organized to increase comprehension. All similar terms are grouped together for comparison. For example, if you look up "IMPENDING SKID," you will be referred to "SKID, IMPENDING." There you will see a listing of other items that include the word "SKID." If you want to look up a term and it is not listed, you can look up the general category, i.e., "SKID, OBJECTIVE, EMERGENCY VEHICLE OPERATIONS." You may find the definition you are seeking under a different terminology.

ACCELERATION: the rate of change of velocity. It can be an increase or decrease. It is expressed as feet per second.

ACCIDENT: term no longer in use by traffic management professionals. See "crash".

ACUTY: the capacity of either eye to recognize small space intervals and the discrimination of form

ADHESION POINT: a point in a curvature where the maximum amount of stress is on the vehicle's tires

ANTILOCK BRAKE SYSTEMS (ABS): an antilock braking system is the part of a vehicle's braking system that automatically controls braking pressure to prevent the controlled wheel or wheels from locking during braking.

APEX: (1) the highest point of something; **(2)** the point at which two sides of an angle meet or cross

APEX OF A CURVE: the point of a turn or curve where the vehicle first begins to exit; the highest point of a curve

BALANCED HAND POSITION: a wide grip on the steering wheel. Some prefer a 9 o'clock and 3 o'clock position and others a 10 o'clock and 2 o'clock positioning.

BANKED PAVEMENT: one side of the roadway is elevated, banked, or higher than the opposite side; normally occurs during a curve. Also referred to as "super-elevation." An engineering design technique to increase the traction (friction) of the vehicle to the road during cornering. If on a left-hand curve, it is known as positive banking.

BRAKE FADE: the loss of braking efficiency, normally due to heat build-up resulting from excessive use

BRAKING DISTANCE: the distance through which brakes are applied to slow a vehicle; the shortest distance in which a particular vehicle can be stopped by braking from a specified speed on a particular surface; the distance from application of brakes to collision or stop

BRAKE LOCK-UP: The application of brakes to the point that the wheels can no longer rotate while braking.

BRAKING, BRAKE PRESSURE MODULATOR: reduces, holds, and restores pressure to one or more brakes, independent of the brake pedal effort applied by the driver

BRAKING, ELECTRONIC CONTROL UNIT, (ECU): contains computer functions, sensor signal processing circuits, output signals to the various ABS valves and components, and failure detection logic

BRAKING, WHEEL SPEED SENSORS: devices that measure wheel speed and then transmit this information to the Electronic Control Unit (ECU).

BRAKING SKID: *see* **skid, braking**

BRAKING, THRESHOLD: the brakes are pressed firmly to a point just before lock-up and held at that point, and the wheels never lose their rolling friction.

CENTRIFUGAL FORCE: *see* **force, centrifugal**

CENTRIPETAL FORCE: *see* **force, centripetal**

COEFFICIENT OF FRICTION: *see* **friction coefficient**

COHESION: the mutual attraction by which the elements of a body are held together; the sticking power between two surfaces

CONDITION, VARYING OR ONGOING: those factors which have an influence on choices of speed, lane position, or communication needs. Some examples are legal limitations, lane width, lane selection, traffic flow, traffic density, traffic controls, needs of the driver, roadway conditions, roadway design, visibility, environmental conditions, time of day, and weather conditions

CORNERING SKID: *see* **skid, cornering**

COUNTER-SKID: A skid in the opposite direction of the original skid due to over-reaction by the driver; synonymous with **secondary skid**

COUNTERSTEER: turning the front wheels to counter the effects of a previous turning movement or of a skid, to put the vehicle on its intended course of travel

CRASH/COLLISION: that occurrence in a sequence of events which usually produces unintended injury, death, or property damage (previously known as an "accident") Includes collisions between vehicles, collisions of vehicles with fixed objects, and rollovers.

CROWNED PAVEMENT: a roadway on which the center portion is higher than either of its sides

DECELERATION: the rate of change of velocity when slowing down

DRAG FACTOR: a number which has been assigned to scientifically describe the slipperiness of a surface; the higher the drag factor, the greater the resistance; synonymous with **friction coefficient**.

EMERGENCY: This definition must match the individual state's *legal definition of an emergency that justifies the use of lights and siren*. Some definitions have defined it as *"a life or death situation."* Others have listed an *"assault"* as being an emergency.

EMERGENCY SIGNAL DEVICES: a siren, flashing or revolving lights that meet the requirements of a state statute(s); synonymous with **emergency warning device**.

KINETIC ENERGY: energy associated with motion; the energy possessed by a body in motion. Kinetic energy = $1/2 \text{ mass} \times \text{velocity}^2$. The energy possessed by a body in motion. A force exerted by one solid surface on another when the two surfaces are sliding past each other. *Distinguish from momentum.*

ENERGY, POTENTIAL: the energy a body possesses by virtue of its position, e.g., a vehicle parked on a hill; the energy stored in a spring as it is stretched or compressed.

EVASIVE ACTION: any action taken by a driver to avoid a hazardous situation; steering, braking, or accelerating; to avoid a collision or other crash; sometimes referred to as a tactic

EVO: An acronym for the operation of an emergency vehicle whether in the non-emergency, emergency, or pursuit mode

EVO, RISK MANAGEMENT: The identification of high liability exposures and the implementation of steps or methods to minimize the identified exposures

EVOC: An acronym for Emergency Vehicle Operation Course; an emergency vehicle operation course involving the control of an emergency vehicle using emergency equipment

FEET PER SECOND: an alternative to mph as a means of expressing speed; it is determined by multiplying mph by 1.47.

FORCE: that which changes the state of rest or motion of matter, measured by the rate of change of momentum; mass times acceleration

FORCE, CENTRIFUGAL: the force of a body in motion which tends to keep it continuing in the same direction rather than following a curved path. Understeering is an example.

FORCE, CENTRIPETAL: the force on a body in a curved motion that is directed toward the center axis or rotation. The force required to keep a moving mass in a circular path. A force which acts or impels an object toward a center of rotation. Oversteering is an example.

FORCE, GRAVITATIONAL: a constant force; gravity creates weight

FORCE, INERTIA: the tendency of a body to resist acceleration; the tendency of a body at rest to remain at rest or a body in motion to stay in motion in a straight line unless disturbed by an external force

FORCE, MOMENTUM: the product of a body's mass times velocity. An amount of motion; it is the property of a moving body which determines the length of time required to bring it to rest.
Distinguish from kinetic energy

FRICTION: (1) the rubbing of one object or surface against another; **(2)** resistance to any force trying to produce motion; constantly present and always working opposite the direction in which an object is moving.

FRICTION COEFFICIENT: the measurement of cohesion between two surfaces; synonymous with **drag factor**

FRICTION, ROLLING: a force exerted by one solid surface on another when the two surfaces are sliding past each other. A prerequisite to steering, e.g., the front wheels must be rolling in order to steer the vehicle.

FRICTION, STATIC: a force exerted by one solid surface on another when they are at rest; the holding force between two surfaces at rest

FRONT END SWING: the movement of the front end in the opposite direction of the steering input when backing up

GRAVITATIONAL FORCE: *see* **force, gravitational**

HANDLING: a vehicle's ability to quickly and accurately respond to a driver's command with no or minimal negative reaction, and the ability to compensate for sudden irregularities in road or wind conditions. *Distinguish from* **ride**.

HYDROPLANING: to skim along on the surface of water. The condition occurs when a tire rides upon water rather than the roadway.

IMPACT FORCE: the force measured when one object collides with another. It includes the speed of the objects, the weight of the objects, and the distance traveled between impact and the final resting place.

IMPENDING SKID: *see* **skid, impending**

INERTIA: *see* **force, inertia**

INTENTIONAL TORT: *see* **tort, intentional**

KINETIC ENERGY: *see* **energy, kinetic**

LONGITUDINAL WEIGHT TRANSFER: *see* **weight transfer, longitudinal**

LATERAL WEIGHT TRANSFER: *see* **weight transfer, lateral**

LIABILITY, VICARIOUS CIVIL: the liability which is imposed upon one who is without personal fault or complicity, because of the relationship that person bears towards the person who actually performed the wrongful act or omission

LIABILITY, DIRECT CIVIL: the liability that is imposed upon a person for causing injury to another through a negligent or willful misconduct

MARKED VEHICLE: *see* **vehicle, marked**

MENTAL CONDITIONING: the preparation of the driver to deal with the psychological, physiological, and environmental conditions that may be encountered while operating a motor vehicle.

MODERATE SPEED: *see* **speed, moderate**

MOMENTUM: *see* **force, momentum**

MECHANICS: a branch of the science of physics which deals with what happens when forces act on material objects

NEGLIGENCE: for civil litigation in some states, it is the failure of a law enforcement officer to conform his or her conduct to the standard which a reasonable law enforcement officer would have conformed to under the same or similar circumstances. In other states an officer is held to a standard of the "reasonable man."

NEWTON'S FIRST LAW OF MOTION: every body continues in its state of rest or of uniform motion in a straight line unless acted upon by another force

NEWTON'S SECOND LAW OF MOTION: a change of motion is proportional to force applied and takes place in the direction of the line of action of the force

NEWTON'S THIRD LAW OF MOTION: to every action there is always an equal and opposite reaction

OVERSTEER: the characteristic of a vehicle to tighten its turning radius as the rear end slips toward the outside curve

PATROL DRIVING: *see* **driving, non-emergency**

POLICE PACKAGE: a manufacturer's modification of a standard passenger vehicle to meet the demands placed upon a police patrol vehicle. It usually involves modification of the braking, suspension, and electrical systems.

PERCEPTION: (1) awareness of objects and other data through the medium of the senses; (2) having insight or intuition, as an abstract quality

POTENTIAL ENERGY: *see* **energy, potential**

POWER SKID: *see* **skid, power**

PRECISION OPERATION: *see* **operation, precision.**

PURSUIT: an event that is initiated when a law enforcement officer, operating an authorized emergency vehicle, gives notice to stop [either through the use of visual or audible emergency signals or a combination of emergency devices] to a motorist whom the officer is attempting to apprehend and that motorist fails to comply with the signal by either maintaining his/her speed, increasing speed or taking other evasive action to elude the officer's continued attempts to stop the motorist. A pursuit is terminated when the motorist stops, or when the attempt to apprehend is discontinued by the officer or at the direction of competent authority.

REACTION TIME: *see* **time, reaction**

REAR END CHEAT: while driving forward during a turn, the rear tires will track along a path different than that of the front tires. They may track inside, outside, or along the same line, depending on the speed, tires, and load distribution.

RESPONDEAT SUPERIOR: Latin for "Let the master answer." The legal theory that the employer is liable for the wrongful acts of the employee where the employee is acting within the scope of employment. This theory is applicable only in state courts. It is not applicable in federal courts.

RIDE: the result of a vehicle's absorption of the irregularities of the road. This is accomplished through the design of tires and suspension system (springs, shock absorbers). *Distinguish from handling.*

ROLLING FRICTION: *see* **friction, rolling**

SEMI-MARKED VEHICLE: *see* **vehicle, semi-marked**

SIREN: a device used to generate and transmit the easily recognized siren sound whose frequency varies with time, used as a warning signal by police vehicles, fire vehicles, and ambulances. There are three types of sirens: electro-mechanical, electronic, and mechanical

SKID: the loss of traction to one or more wheels.

SKID, BRAKING: the loss of traction when one or more wheels are locked by excessive braking pressure.

SKID, CORNERING: the loss of traction in negotiating a curve or a turn at a speed faster than can be sustained by the tire-road cornering limits.

SKID, IMPENDING: a preliminary skid caused by maximum pedal pressure short of locking the brakes. Sometimes improperly used as a synonym for threshold braking.

SKID PAN OR PAD: an area designed to practice skid control

SKID, POWER: the loss of traction when excessive power is applied, causing the drive wheels to spin and no longer provide cornering traction.

SLIDING FRICTION: *see* **friction, sliding**

SPACE CUSHION: the open area surrounding a vehicle while it is in motion. An "escape route" to the front, rear, and sides

SPACE MANAGEMENT: the selection of the best speed control, path of travel, or communication technique to maximize control of the space surrounding the vehicle

SPATIAL: relating to or involving space

SPEED, HIGH: a speed that, given the posted or prima facie speed, would constitute reckless driving

SPEED, MODERATE: 50% to 75% of the maximum speed at which a vehicle may be safely operated, considering the nature, condition, and type of roadway, volume and direction of the flow of traffic, presence of intersections, visibility, and weather conditions

STATIC FRICTION: *see* **friction, static**

STRATEGY: an overall plan to increase the probability of success and to minimize the probability of failure. *Distinguish from* **tactic**.

SUPER ELEVATION: *see* **banked pavement**

SUPERVISOR: an individual having responsibility for the control or training of others

TACTIC: the actions of an individual or small group for achieving a limited goal or objective.
Distinguish from strategy

THRESHOLD BRAKING: *see* **braking, threshold**

TIME, REACTION: the total length of time it takes for the brain to receive the information from the senses (eyes, ears, nose), make a decision, transmit the decision to the appropriate muscles, and for the muscles to respond.

TIME SPATIAL JUDGMENT, RATE OF CLOSURE: ability to judge the proper rate of deceleration necessary to negotiate a curve or avoid a hazard.

TIRE FOOTPRINT: the contact area of a tire tread with the roadway.

TORT: a private or civil wrong against a person or property for which a court may award money damages.

TORT, INTENTIONAL: a wrongful act committed by a person who knows that the law requires that the act not be committed.

TRACK: the distance on the ground between the center of the tire tread on one side of the vehicle to the center of the parallel tire tread on the opposite side.

TUNNEL VISION: *see* **vision, tunnel**

UNMARKED VEHICLE: *see* **vehicle, unmarked**

UNDERSTEER: the tendency of a vehicle to continue in a straight line and resist turning from a direct course of travel. A characteristic of a motor vehicle as loaded that results in a tendency to swerve toward the outside of a curve. Motor vehicles with more weight on front wheels than on rear or with too little pressure in front tires are likely to understeer at high speed.

VEHICLE CONTROL: developing an understanding of the principles and developing the proficiency pertaining to the successful operation of vehicles under all driving conditions.

VEHICLE DYNAMICS: any force, action, or law of physics that affects the path of a vehicle in motion.

VEHICLE, MARKED: a police patrol vehicle equipped with a permanent emergency roof light, siren, and police agency vehicle identification decals. It may or may not be painted with the standard color(s).

VEHICLE OPERATION, DEFENSIVE: operating a vehicle in such a manner as to be able to avoid involvement in a preventable crash, no matter what the road and weather conditions. *Synonymous with driving, precision*

VEHICLE OPERATION, EMERGENCY: a response to a situation that is life threatening or that involves an extreme property loss; justifies the legal use of an emergency warning device

VEHICLE OPERATION, NON-EMERGENCY: all operations of a vehicle in other than an emergency or pursuit mode, as defined herein

VEHICLE OPERATION, PRECISION: the operation of a vehicle in such a manner as to avoid involvement in a collision, no matter what the road and weather conditions or the actions of other drivers. *Synonymous with* **driving, defensive**

VEHICLE OPERATION, PURSUIT: the act or instance of chasing or pursuing a fleeing vehicle in an attempt to overtake and apprehend the driver

VEHICLE, SEMI-MARKED: a police patrol vehicle equipped with a siren, and with permanent emergency lights in the grill area or mounted in the front or rear window area

VEHICLE, UNMARKED: a standard vehicle with no indicators that it is a law enforcement vehicle. It may or may not be equipped with portable or concealed emergency lights and siren.

VELOCITY: the time rate of motion in a fixed direction; the rate of change of position relative to time; speed of motion in a particular direction

VISION, PERIPHERAL: a wide arc of vision that allows a person to see objects to the right and left of center

VISION, TUNNEL: a narrow arc of vision. The focus of attention on a particular object or area to the exclusion of adjacent areas of activity

VISUAL HORIZON: the point at which a driver's eyes are focused on the roadway

WHEEL BASE: the distance from the center of the front wheels to the center of the rear wheels

WEIGHT TRANSFER: the transfer of weight to the front, rear, or either side caused by acceleration, deceleration, or turning

WEIGHT TRANSFER, LATERAL: the transfer of weight to the opposite side the vehicle due to a turn

WEIGHT TRANSFER, LONGITUDINAL: transfer of weight to the rear axle due to acceleration, or to the front axle due to deceleration

PART II

GLOSSARY OF INSTRUCTIONAL TERMINOLOGY

ABILITY: the actual power present in an organism to carry to completion any given act or to make adjustments successfully, the response being subject to voluntary control and dependent on the motivation of the subject to perform optimally. *Distinguish from* **capacity**.

ADVANCED TRAINING: *see* **training, advanced**

AFFECTIVE OBJECTIVE: *see* **objective, affective**

APTITUDE: (1) a group of characteristics deemed to be symptomatic of an individual's ability to acquire proficiency in a given area; examples might be a particular art, school subject, or vocational area; (2) ability measured by the amount of time required by the learner to acquire mastery of a task; thus, given enough time, all students can conceivably attain such mastery.

ATTITUDE: the predisposition or tendency to react specifically towards an object, situation or value; usually accompanied by feelings and emotions; some writers differentiate a verbal attitude (what the reacting person says) from a behavioral attitude (what that person does when confronted with the affect-producing stimuli); attitudes cannot be directly observed but must be inferred from overt behavior, both verbal and non-verbal.

BASIC TRAINING: *see* **training, basic**

CAPABILITY: the ultimate limit of an individual's possible development as determined at a given time, assuming optimum environment and training from that time onward

CAPACITY: the ultimate limit to which an individual could develop any function, given optimum training and environment

CERTIFIED OR APPROVED INSTRUCTOR: an instructor who has the knowledge, skills, abilities, experience, education, and training required by the certifying or approving agency to teach a particular subject or course, and who is properly registered. *Distinguish from* **technician or assistant instructor**

COGNITIVE OBJECTIVE: *see* **objective, cognitive**

CONFERENCE METHOD: teaching method which employs direct discussion of a topic rather than a lecture by the instructor

COURSE: organized subject matter in which instruction is offered within a given period of time, and for which credit toward graduation is usually given. *Distinguish from* **program**

COURSE OF STUDY: (1) strictly, an official guide prepared for use by administrators, supervisors, and teachers of a particular school or school system as an aid to teaching in a given subject or area of study for a given grade, combination of grades, or other designated class or instructional group; may include the aims of the course, the expected outcomes, and the scope and nature of the

materials to be used with suggestions as to suitable instructional aids, textbooks, supplemental reading, activities, suggested learning experiences, teaching methods, and measurement of achievement; (2) sometimes loosely and incorrectly used as a synonym for curriculum. *Distinguish from **program, school; program of studies***.

CRITERION: a description of the degree of acceptable, expected performance or desired performance

CURRICULUM: *plural, curricula*; (1) a systematic group of courses or sequences of subjects required for graduation or certification in a major field of study, for example social studies curriculum, physical education curriculum; (2) a general overall plan of the content or specific materials of instruction that the school should offer the student by way of qualifying him or her for graduation or certification or entrance into a professional or vocational field; (3) a group of courses and planned experiences which a student has under the guidance of the school or college; may refer to what is intended, such as planned courses and other activities, opportunities, and experiences, or to what was actualized for the learner, as in actual educational treatment or all experiences of the learner under the direction of the school. *Distinguish from **course of study, program school***.

EDUCATION: (1) the aggregate of all the processes by means of which a person develops abilities, attitudes, and other forms of behavior of positive value in the society in which a person lives; (2) the social process by which people are subjected to the influence of a selected and controlled environment (especially that of a school) so that they may attain social competence and optimum individual development; (3) the art of making available to each generation the organized knowledge of the past

ENABLING OBJECTIVE: *see **objective, enabling***

FIELD TRAINING: *see **training, field***

GESTALT: (*German, literally, "confirmation," "total structure," or "shape"*) a term designating an undivided articulate whole that cannot be made up by the mere addition of independent elements, the nature of each element depending on its relationship to the whole; as a theory of perception which places stress upon structural unity, the wholeness by which consciousness gives order to experience; gestalt, in art, implies the structural wholeness of a work or art as well as the unity of the experience of it

GESTALT PSYCHOLOGY: (*German, literally, "form," "structure"*) a system of psychology which holds that experiences should be studied not in segregated parts but as units, and which maintains that the organism always reacts as a whole, regardless of specific stimuli

GESTALT THEORY OF LEARNING: a theory of learning that originated in Germany in the early twentieth century; introduced into the United States in the 1920's, it defines learning as the reorganization of the learner's perceptual or psychological world. *See **gestalt***.

GOALS, INSTRUCTIONAL: a description of intent stated in terms that are not measurable. A basic aim, a value construct, the achievement of which can be assessed only by inferential terms. A goal is the basis for objectives

GUIDELINE: a standard or principle by which to make a judgment or determination or policy or course of action. *Distinguish from* **mandatory standard, performance standard.**

IN-SERVICE TRAINING: *see training, in-service*

KNOWLEDGE: (1) the accumulated, facts, truths, principles, and information to which the human mind has access; (2) the outcome of specified rigorous inquiry which originated within the framework of human experience and functions in human experience; (3) the product of the operation of man's intellect, either within or apart from human experience; the recall of specifics and universals, or the recall of a pattern, structure, or setting; for measurement purposes, the recall involves mostly bringing to mind the appropriate material, with major emphasis on the psychological process of remembering, the problem in a knowledge test situation being that of finding in the problem or task the appropriate signal, cues, and clues that will most effectively bring out whatever relevant knowledge is filed or stored.

LEARNING OBJECTIVE: *see* **objective, learning**

MANAGEMENT TRAINING: *see* **training, management**

MEASURABLE OBJECTIVE: *see* **objective, measurable**

METHOD: an established or systematic order for performing any act or conducting any operation

MINIMUM STANDARD: the lowest level of achievement that will be accepted. *Distinguish from a minimal standard*

OBJECTIVE, AFFECTIVE: one that describes changes in interest, attitude, and values, and the development of appreciations and adequate adjustment

OBJECTIVE, COGNITIVE: one that deals with the recall or recognition of knowledge and the development of intellectual abilities and skills

OBJECTIVE, ENABLING: a performance objective describing a skill or competency that is an essential element of a larger or more complex competency. *Synonymous with sub-objective, subordinate objective.*

OBJECTIVE, LEARNING: a general statement that describes what a learner must be able to do. The conditions for the performance and the criteria for evaluating the performance are not defined.

OBJECTIVE, MEASURABLE: an objective that describes (1) the performance expected of the student; (2) the conditions under which the performance is expected to occur; (3) the criterion for judging whether the performance is acceptable. In the following example the components are identified by the use of the following legend:

Conditions. **Performance.** *Standards.*

Given a simulated situation in which there is heavy traffic on a roadway having three (3) marked 12 foot wide lanes, a duty-equipped police vehicle traveling at X mph, and a visual cue indicating a possible point of impact X feet away, and which lane, if any is free traffic avoid the possible impact by changing lanes. *The exercise shall be rated as passing if there are four consecutive lane changes, two to the right and two to the left, where: (a) the speed is X mph or faster (b) braking is not performed during a weight transfer, (c) the lane change is completed before reaching the point of possible impact, (d) the vehicle is brought to a stop X*

feet beyond the visual cue, (e) the vehicle did not go out of the lane markings at any time unless all other lanes were occupied, (f) the vehicle immediately resumes travel upon coming to a stop after each lane change

OBJECTIVE, PERFORMANCE: a written statement describing an intended outcome in terms of student performance. *Synonymous with **behavioral objective**, **instructional objectives***

OBJECTIVE PSYCHOMOTOR: one that deals with a manipulative or motor skill

OBJECTIVE, TERMINAL PERFORMANCE: an objective describing a skill or competence representing a final outcome of a course

PANEL: a group of three to six persons having a purposeful conversation on an assigned topic with or without active participation by the audience; the panel is usually seated at a table in full view of the audience

PERFORMANCE OBJECTIVE: *see objective, performance*

POST TEST: a test used to measure the amount of learning as a result of training. It is identical or parallel to the pretest.

PREREQUISITE: required as a prior condition to something

PRETEST: a test given in order to determine the status of the testee or group in regard to some skill, aptitude, or achievement, as a basis for judging the effectiveness of subsequent treatment

PRINCIPLE: a generalization that provides a basis for reasoning or a guide for conduct or procedure. An explanation or prediction of why things happen. That is, principles concern predictions or interpretations based on theoretical or cause-effect relationships; a comprehensive and fundamental law, doctrine or assumption

PROCEDURE: an ordered sequence of operations performed on a single object in a specific situation; the established manner of conducting a series of steps followed in a regular, orderly, definite way

PROCESS: the action of continuously passing through each of a succession of acts, events, or developmental steps from a beginning to a contemplated end

PROGRAM: all the courses in one field of study, such as business education or industrial trades, organized to fulfill the same general objectives and conducted along similar lines. *Distinguish from course*

PSYCHOMOTOR: pertaining to muscular action which follows directly from a mental process; important in vocabulary proficiency, the performing arts, and sports

PSYCHOMOTOR OBJECTIVE: *see objective, psychomotor*

PSYCHOMOTOR SKILL: a muscular proficiency or dexterity believed to ensue from conscious mental activity. *see* **psychomotor**.

RANGE MASTER: the person in charge of a facility and staff where hands-on training is being provided, i.e., firearms range, driving range

RANGE TECHNICIAN: an assistant instructor with the limited responsibility of providing hands-on instruction at a firearms or driving range. *Distinguish from* **instructor**.

REFRESHER TRAINING: *see* **training, refresher**

REGULATION: an authoritative rule or principle dealing with details of procedures, especially one intended to promote safety and efficiency

RULE: an ordered sequence of operation, but can be performed on a variety of objects or in a variety of situations; a valid generalization

SEMINAR: an instructional technique common in, but not limited to, higher education in which a group of students engaged in research or an advanced study meets under the general direction of one or more leaders for discussion of problems of mutual interest

SKILL: (1) anything that the individual has learned to do with ease and precision; may be perceptual, motor, or intellectual processing; (2) manipulative proficiency in hand, finger, foot, and eye coordination (orthopedic)

SPECIALIZED TRAINING: *see* **training, specialized**

SUPERVISION TRAINING: *see* **training, supervision**

STANDARD: an acknowledged measure of comparison for quantitative or qualitative value: the accepted level of attainment that must be met by all. *Distinguish from* **guideline**

SYMPOSIUM: an instructional technique in which two to five persons qualified to speak with authority on different phases of the same topic or on closely related topics present a series of related speeches. *Distinguish from* **panel**.

TAXONOMY: (1) the science, laws, or principles of classification; (2) the theory, principles, and process of classifying educational objectives in established categories

TECHNIQUE: the way in which technical details are treated; the manner in which a person uses basic physical movements in a performance to achieve a desired aim; the use of a variety of skills and their integration

TERMINAL PERFORMANCE OBJECTIVE: *see* **objective, terminal performance**

TEST: a group of questions or tasks to which a student is to respond, the purpose being to produce a quantitative representation of the pupil trait that it is designed to measure

TEST, PERFORMANCE: any test intended to measure actual accomplishment rather than potential ability or aptitude

TRAINING: (1) the special kind of teaching and instruction in which the goals are clearly determined, are usually readily demonstrated, and which call for a degree of mastery which requires student practice, teacher guidance, and appraisal of the student's improved performance capabilities; (2) a process by which a crew or other group of persons gain unity by virtue of its members learning to do things together (military education); (3) in a derogatory sense, a process to acquire skills or knowledge by rote, without reference to any greater framework of knowledge or comprehension

TRAINING, ADVANCED: training given to personnel to qualify them for a higher recognition within a given classification

TRAINING, BASIC: elementary training and instruction in the essential elements of a job, i.e., patrol officer, technician, supervisor

TRAINING, FIELD: technical training conducted at an operational location using equipment and procedures normally employed in that action on the job

TRAINING, IN-SERVICE: (1) all training, including basic recruit training, received after being hired; (2) all training after basic recruit training

TRAINING, MANAGEMENT: training given to those whose function and responsibility is to plan, organize, direct, and control the work of others

TRAINING, REFRESHER: training given a person after being inactive for a period of time, or training given to freshen knowledge, skills, and abilities infrequently used

TRAINING, SPECIALIZED: training given to qualify a person in the maintenance or operation of special equipment, or in operational techniques and procedures not normally performed by line, supervisory, or management personnel, i.e., a sworn officer trained to be a crime scene technician or a supervisor of crime scene technicians who has to make technical decisions

TRAINING, SUPERVISION: training given those whose function and responsibility is to evaluate current actions while in progress, assuring execution is taking place in accordance with plans and instructions and taking corrective action while the execution is taking place

TRAINING, UPDATE: training given to a person to bring them up-to-date in a given field or subject.

UPDATE TRAINING: *see* **training, update**

WORKSHOP: an instructional method in which persons with common interests and problems meet with appropriate specialists to acquire necessary information and develop solutions through group study; usually residential and of several days duration